ARMS Update #1

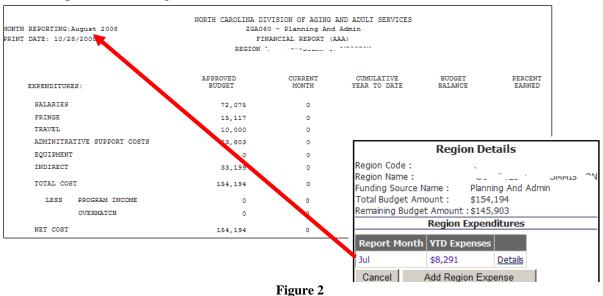
Regional Expenditures Change

(Excerpt from August 5, 2008 e-mail to ARMS Coordinators and AAA Directors)

"Regional Expenditures are to be keyed as YTD Expenses as they were in the old ARMS system. Any corrections to prior months must be made in current month. As in the old ARMS, once reimbursements are generated for current month, changes to Regional Expenditures will be locked for the current month."

Regional Expenditure						
Region:						
Funding Source: Total Budget: Remaining Budget Amount YTD Expense Amount: Report Month: Salaries: Fringe:	\$TATE AAA ADMIN COST \$45,423 :\$35,703 \$9,720 Aug 4743	Program Incor Overmatch Re	Fields are disabled and cannot be changed after Reimbursement has been generated on the designated day for the current month. If these amounts are wrong, corrections to			
Travels:	0		the YTD Expenditures must			
Admin Support Costs:	0		keyed in the next report mo			
Equipment:	0		Changes for the current mor			
Indirect:	3720		be made up until Reimburse generated. Therefore, it you			
Created User: Created Time: Last Updated User: Last Updated Time:	9/11/2008 3:01:52 PM 9/11/2008 3:01:52 PM		the November 1 and realized on November 5 that you made an error you can correct that error because Reimbursement want be generated			
Update	Cancel		until later that month.	lerated		
	Fig					

With the keying of YTD Expenditures for Regional Expenses, corrections to a previous month must be corrected in the current month. If no expenditures are reported for a current month the user must re-key the previous month in the current month to get the ZGA-060 to calculate correctly. In the example below no current month expenditures for August were keyed, therefore, the report had nothing to calculate.



Below is the YTD for July and the ZGA-060 report for Report Month July.

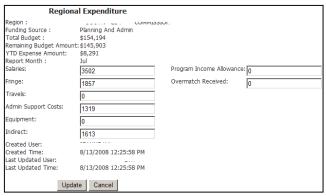


Figure 3

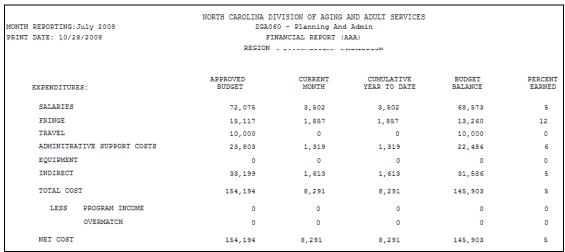


Figure 4

In Figure 2, the ZGA-060 report did not calculate because no YTD expenditures were keyed in the current report month. The ZGA-060 calculated corrected in Figure 4 for report month July. For the report to calculate correctly, the user should re-key the previous as shown in Figure 5.



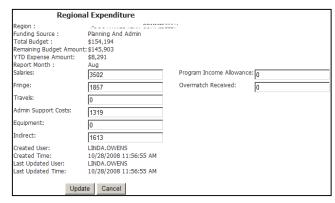


Figure 5

Keying the same YTD Expenditures in current month as was in previous month will allow the ZGA-060 to perform the calculations correctly. The report is setup to subtract the previous month YTD from the current month YTD as shown in Figure 6. Therefore, if the user decides not to key current month expenditures, the use must still key the previous month YTD expenditures as the current month YTD Expenditures, which is actually the YTD expenditures being reported in ARMS.

In comparing the ZGA-060 for July (Figure 4) and August (Figure 6) you will note that in July expenditures show up on the current month. But in August, the current month expenditures are zero.

	NORTH CAROLINA DIVISION OF AGING AND ADULT SERVICES ZGA060 - Planning And Admin PATE: 10/28/2008 FINANCIAL REPORT (AAA) REGION								
	EXPENDITURES:		APPROVED BUDGET	CURRENT MONTH	CUMULATIVE YEAR TO DATE	BUDGET BALANCE	PERCENT EARNED		
	SALARIES		72,075	0	3,502	65,071	10		
	FRINGE		15,117	0	1,857	11,403	25		
	TRAVEL		10,000	0	0	10,000	0		
	ADMINITRATIVE SUPPORT COSTS		23,803	0	1,319	21,165	11		
	EQUIPMENT		0	0	0	0	0		
	INDIRECT TOTAL COST		33,199	0	1,613	29,973	10		
			154,194	0	8,291	137,612	5		
	LESS PRO	GRAM INCOME	0	0	0	0	0		
	OVE	RMATCH	0	0	0	0	0		
	NET COST		154,194	0	8,291	137,612	5		

Figure 6

<u>In summary</u>, YTD Regional Expenditure must be keyed in ARMS each month for the ZGA-060 to calculate the report.